

Section 113. Garrett Park Archives and Archives Committee

(a) Statement of Policy

(1) History. For many years, the Town, through its Clerk-Treasurers and interested residents, has collected documents, maps, pictures, memorabilia, and many other items relevant to the long and colorful history of the Town and its residents. The Town recognizes the unique resource that these materials provide and wishes to ensure their continued safekeeping, encourage their expansion, and make the collection more accessible to the public while protecting its integrity.

(2) Purpose. To formalize the establishment of the Garrett Park Town Archives and to organize the Garrett Park Archives Committee.

(b) The Garrett Park Town Archives

(1) There is hereby created the Garrett Park Town Archives, hereinafter known as the Archives.

(2) The Archives shall consist of documents, maps, pictures, memorabilia, and other items of an historic interest, as well as such public records that Maryland law requires the Town to preserve or that may be generated in the governance of the Town.

(c) The Committee

(1) There is hereby created a Garrett Park Archives Committee, to be named "The Barbara Shidler Archives Committee," hereinafter known as the Committee.

(2) The Committee shall consist of no more than seven (7) citizen members, the Clerk-Treasurer, and a member of the Council. The Mayor shall be an ex officio member of the Committee.

(3) The Mayor shall appoint, with the approval of the Council, members of the Committee from among Town residents who have lived in Garrett Park for at least one year and who are qualified by special interest, knowledge, experience or training in such fields as library science, records conservation, database compilation and maintenance, historic preservation, oral history, or complementary disciplines. If feasible, one member of the committee

(As amended 3/15/2011)

Archives Committee shall be drawn from the membership of the Historic Preservation Committee established by Section 400 of this Code. Members shall be appointed for a term of five years, except that in making initial appointments, some appointments shall be for less than five years so that no more than two (2) terms shall have simultaneous expiration dates. The Mayor shall appoint a Council member, and that member's term on the Committee shall be concurrent with the member's Council term. Vacancies on the Committee that are created by the resignation or other discontinuation of a member prior to the expiration of the member's term shall be selected by the Mayor, with the advice and consent of the Council, for the unexpired term of the replaced member. A member may be removed for failure to attend meetings regularly or misconduct.

(4) The members of the Committee shall serve without compensation, but they may be reimbursed for actual expenses incurred in the performance of their duties, provided such expenses are approved by the Council.

(5) The Town shall provide in its annual budget such funds as may be required for the operation of the Committee.

(6) The Chair and Vice-Chair shall be elected by the members of the Committee. The Committee may adopt such procedural rules as may be necessary or appropriate for the conduct of its business. The Committee may create a category of adjunct Committee membership to be comprised of no more than three persons, not residents of Garrett Park, whose participation on the Committee, by virtue of academic, professional or other qualification in the fields specified in Section 113 (c)(3), above, benefits the Committee and Town.

(d) Powers of the Committee

(1) The Committee, in conformity with the policy set forth in this Section of the Code, shall advise the Council with respect to all issues involving or affecting the Town Archives.

(2) The Committee may, from time to time, undertake educational initiatives to advance the understanding and appreciation of the Archives and on other historical matters of general interest in the Town.